



# **Municipal Airport Per- and Poly-Fluoroalkyl Substances (PFAS) Funding Request for Proposals**

**April 27, 2020 (Updated 05/05/2020)**

**Applications are Requested to  
Test or Sample for PFAS at  
Current or Former Part 139 Commercial Service Airports in Michigan**

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## Municipal Airport PFAS Grants

### Introduction

The Michigan State Legislature set aside \$4,000,000 “for a grant program to municipal airports for costs of monitoring and additional testing of wells related to PFAS testing results.” This Request for Proposals (RFP) is to implement that source of funding.

### Funding Source and Availability

Funding is from the Michigan State Legislature under Section 401(1) and (2) of EGLE’s fiscal year (FY) 2020 budget. Grant awards should be announced in summer 2020. Applicants must be able to enter into a signed grant agreement with MDOT by September 15, 2020. Work is expected to be complete within 18 months of a signed grant agreement.

### Minimum and Maximum Funding Amounts

This funding may be used for any monitoring or well testing at eligible airports with the goal of identifying or determining the presence or extent of PFAS, including soil samples to determine if PFAS is present in the soils, storm water monitoring and groundwater sampling (which includes the installation of new monitoring wells).

The minimum request is \$50,000 in grant funds and the maximum is \$250,000. The \$50,000 minimum is based on technical knowledge of years of site investigation and should be adequate to install a minimum of three (3) permanent monitoring wells, and to sample and analyze those wells to determine if PFAS exists on a site and groundwater flow direction. These approaches may be most appropriate for smaller, rural airports for which there is no current data.

### Eligibility

Eligible applicants are current or former Part 139 commercial service airports in Michigan that are most likely to have, or have used, Class B Aqueous Film Forming Foam (AFFF) due to federal aviation requirements. Note that some of these airports are joint use, meaning they are owned or co-located with a military installation. This funding is limited to eligible applicants (municipalities) for work on the municipal portion of any joint-use airport only. Funds cannot be directly given to, or used to support, the military at joint-use airports or intentionally assist the military in addressing PFAS.

In addition, all applicants must:

1. If requested, supply proof of a successful financial audit for a period ending within the 24 months immediately preceding the application due date, as demonstrated by an *Independent Auditor’s Report* signed by a Certified Public Accountant from a Comprehensive Annual Report. The audit must be of the applicant organization. **No fiduciary arrangements will be accepted** (i.e. the proposed work plan must include an active role for the applicant organization). The audit date is based on the audit period and not the date of the audit or the audit letter. The end date of the audited period must be after **December 30, 2017**.
2. Be in good standing with EGLE and MDOT grant programs within the 24 months immediately preceding the application due date:
  - a. No grant revoked or terminated.

- b. No demonstrated inability to manage a grant or meet the obligations in a project contract with EGLE or MDOT.
3. Not appear on the Federal Debarment and Suspension List. The list can be searched through the System for Award and Management ([www.sam.gov/SAM/](http://www.sam.gov/SAM/)).
4. Successful applicants and all contractors will be required to certify they are not an Iran-based business and contractors must also certify they are not an Iran-linked business as defined in [MCL 129.312](#).
5. Be able to sign a grant agreement with MDOT by September 15, 2020.

### **Ineligible Applicants**

Federal and state agencies, military, individuals, groups and contractors.

### **Eligible Activities**

Funding is limited to monitoring and testing and related activities necessary to conduct monitoring and testing. This may include on-site testing of groundwater, storm water and soil sampling, as well as residential well testing in areas known or reasonably expected to be down-gradient of the airport. Other monitoring, such as surface water monitoring, may be included if needed to delineate PFAS contamination.

### **Ineligible Activities**

1. Any activities not directly related to monitoring and testing.
2. Any activities that occur before the start date of a signed grant agreement.
3. Any activity that supports the investigation of PFAS contamination on a military owned or controlled portion of a joint use facility.

### **Minimum Requirements for All Proposals**

A basic quality assurance project plan (QAPP) will be required for all projects to ensure quality data will be collected. All QAPPs should reference the EGLE [PFAS Sampling Guidance Documents](#) on the MPART web site at [Michigan.gov/pfasresponse](http://Michigan.gov/pfasresponse).

All samples must be analyzed for the analytes found on the EGLE [PFAS Minimum Analyte list](#), also listed at [Michigan.gov/pfasresponse](http://Michigan.gov/pfasresponse).

### **Proposal Evaluation Criteria**

- The anticipated environmental benefits of the project in relation to the cost. Contractors interested in assisting airports are encouraged to consider the [EPA consultant cap](#) as a good guideline for maximum hourly and daily costs. In 2020, the daily consultant cap was \$82.12 per hour and \$656.92 per day.
- The ability of the applicant and the partners and contractors to carry out the project as demonstrated by previous related work.
- Technical merits of the proposed QAPP.

### **Funding Priority**

Priority will be given to:

- Airports known or suspected to be impacting sensitive receptors such as residential wells.
- Airports known or likely to be impacting lakes, streams and wetlands, especially waterbodies used for drinking water.

- Whether the proposal addresses releases from sites known to be above groundwater cleanup criteria.
- Thoroughness of the application. Applications with detailed information about historic uses and prior actions will be given a higher priority.
- Proposals based on sound science, such as consideration of the groundwater flow direction.
- The facilities' overall compliance status with environmental regulations.

### **Proposal Selection**

Proposals will be reviewed based on the above Evaluation Criteria and Funding Priorities by staff from MDOT and EGLE.

### **Process, Schedule, and Deadline**

Each project should be applied for separately, with a complete proposal package consisting of either **three (3)** hard copies, including a checklist signed by the preparer of the application, and/or one (1) electronic copy of all required components.

Proposal evaluation will be based on the information received by the due date. Full applications must be received **by 4:00 p.m., Friday, May 29, 2020**, or carrier dated (i.e., United States Postal Service (USPS), United Parcel Service (UPS), and Federal Express (FedEx)) no later than **May 29, 2020**. Late proposals will not be accepted or reviewed.

### **Timetable for the Entire Process – RFP through Grant Closure**

RFP Issued	April 27, 2020
Webinar to Discuss the RFP	April 28 from 1-2 p.m.
Applications Due	May 29, 2020
Applications Reviewed and Recommendation Made to EGLE and MDOT Management	By June 30, 2020
Announcement Made on Grant Awards	July 1, 2020
Awardees Enter into Grants with MDOT	No later than September 15, 2020
Awardees Submit Quarterly Reports to MDOT	30 days after the end of each quarter: <ul style="list-style-type: none"> <li>• April (covering January – March)</li> <li>• July (covering April – June)</li> <li>• Early October (due to year-end closing; covering July – September)</li> <li>• January (covering October – December)</li> </ul>
All Work Completed for All Grants	18 months after the start date of the grant

### **Project Clarification/Revisions**

EGLE or MDOT may request additional information for clarification purposes. MDOT can offer grant amounts other than those requested and request changes to the proposed work plan.

### **Confidentiality**

Submitted proposal information is not confidential. Grant proposals are considered public information under the Freedom of Information Act, Public Act 442 of 1976, as amended.

### **Acceptance of Contract Content**

Successful applicants will be required to enter into a project contract with MDOT. A project contract consists of standard “boilerplate” language, the applicant’s project description, work plan, timeline, and budget information. Failure of a successful applicant to accept these obligations will result in cancellation of the grant award. Please note:

1. Metered mail and packages using postage from [Stamps.com](https://www.stamps.com) must be delivered, or separately United States Postal Service post-marked, before the deadline (these types of postage are not usually post-marked – you must specifically request this service).
2. The tracking code and electronic tracking systems will be relied on to determine carrier dates for proposals sent via United Parcel Service and Federal Express.
3. Packages weighing one pound, or more cannot be mailed from drop boxes under United States Postal regulations. Packages weighing one pound or more left in a drop box will be returned to the sender undelivered.
4. Faxed proposals will not be accepted.
5. Late proposals will not be considered for funding.

### **Submittal Addresses**

#### **Postal Address** for the USPS:

Attention: Steve Houtteman,  
Environmental Specialist  
MDOT Aeronautics  
2700 Port Lansing Road  
Lansing, MI 48906

#### **Physical Address** for UPS, FedEx, etc.:

Attention: Steve Houtteman  
Environmental Specialist  
MDOT Aeronautics  
2700 Port Lansing Road  
Lansing, MI 48906

#### **Email Address:**

HouttemanS@michigan.gov

### **Contacts**

For questions about this RFP and its contents, or for general grant or grant process questions, contact Steve Houtteman, MDOT Aeronautics, at 616-299-2654 or [HouttemanS@michigan.gov](mailto:HouttemanS@michigan.gov).

## Instructions for the Application

**Project Name:** \_\_\_\_\_

**Project Location (County):** \_\_\_\_\_

**Grant Amount Requested:** \$\_\_\_\_\_

**Contact for the Airport:** \_\_\_\_\_

**Contact Phone Number:** \_\_\_\_\_

**Contact Email:** \_\_\_\_\_

**Project Description:** In one paragraph, please describe the project goals and objectives and, at a high level, how you intend to meet the project goals and objectives.

**Work Plan:** Provide a work plan, by task, to describe the work to be implemented if your proposal is selected. If you have already developed a detailed work plan, please include Task 1 as being “Implement the attached work plan” and submit the work plan with your application.

All work plans must include the following tasks:

1. Submit a simple, one-page QAPP that includes:
  - a. Who will be doing the sampling and their experience with PFAS sampling. (One paragraph)
  - b. What protocols they will be following to conduct the sampling (ideally, this will reference the [MPART sampling guidance documents](#)); otherwise protocols should be attached.
  - c. What lab they will use to analyze the samples.
  - d. What method the lab will use to analyze the samples.
2. Develop and submit quarterly status reports following MDOT guidance. Reports will be submitted within 30 days of the end of each quarter.
3. Submittal to MDOT and ELGE of all data collected. Ideally, this data will be provided as raw results from the lab, in a spreadsheet format, and mapped spatially.
4. Develop and submit a final report following EGLE guidance and submit the final report within 30 days of the end of the grant.

**Map(s):** Include a map of the testing/sampling locations to be sampled and indicate what media will be sampled at each location (storm water, surface water, soil, groundwater).

## Budget